

August 9, 2017

A regular meeting of the Board of Commissioners of the Port Washington Water District was held at the District offices located at 38 Sandy Hollow Road, Port Washington, New York, on Wednesday, August 9, 2017 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman
Peter Meyer, Secretary
Mindy Germain, Treasurer

Paul J. Granger, P.E., Superintendent

The meeting was called to order by David R. Brackett, Chairman of the Board of Commissioners, with the Pledge to the flag.

Minutes of the meeting held on August 2, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of August 9, 2017:

General Checking	\$207,246.12
Money Market	\$475,218.33
Tap Fee Account	\$105,671.60
Repair Reserve Equipment	\$716,419.38
Repair Reserve Bldg & Grounds	\$700,000.00

The following claim was received for payment and approved by the Board:

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services July 2017 \$4,057.50

Superintendent Granger reported on the following:

1. Reviewed the draft 2018 Water District Budget with the Board.
2. Proposals for the construction of vault sampling stations were received by the Water District on August 3, 2017. The sampling stations will mitigate confined space entry concerns at the Davis, Hewlett, Longview and West Shore Road locations. Samples are collected on a daily basis at all four locations. Five contractors submitted proposals. Bensin Contracting of Holtsville, New York submitted the lowest proposal in the total amount of \$15,920.00 Bensin is qualified to perform the work. Therefore, the Superintendent recommends award of the project to Bensin Contracting.
3. Reported that he reviewed the recent bid for Contract No. 2017-06 - White Crystal Solar Salt. Only one bid was received and was provided by Morton Salt, Inc. of Chicago, Illinois. A unit price of \$167.87 per ton was provided for the period of September 1, 2017 to August 31, 2018. Based on an estimated 140 tons of solar salt per year the total bid price was \$23,501.80. There was a provision to provide pricing for an additional year from September 1, 2018 to August 31, 2019 however the bidder did not provide pricing for the additional year. Superintendent Granger advised the Board that the bid price is the same as the current bid price for September 1, 2016 to August 31, 2017. He also noted that the bid notice was advertised in the official Water District newspaper. The White Crystal Solar Salt is used to regenerate the resin for the Hewlett Well 4 nitrate treatment system and is a specialty item. Therefore, only having only one responsive bidder is not unusual for the product. Based on the past successful performance of the vendor, the price furnished and quality of the product provided, Superintendent Granger recommends award of Contract No. 2017-06 White Crystal Solar Salt to Morton Salt, Inc. of Chicago, Illinois.
4. Reviewed the Garland Industries roof inspection report and executive summary with the Board.

Old / New Business:

RESOLUTION 2017-87

For the award of construction of vault sampling stations at the Davis, Hewlett, Longview and West Shore Road locations to Bensin Contracting, Inc. in the total amount of \$15,920.00 as recommended by the Superintendent. A motion was made by Commissioner Meyer to award the project to Bensin Contracting, Inc. It was seconded by Commissioner Germain. The motion was unanimously approved.

RESOLUTION 2017-88

For the award of Contract No. 2016-02 White Crystal Solar Salt to Morton Salt, Inc. of Chicago, Illinois unit price of \$167.87 per ton was provided for the period of September 1, 2017 to August 31, 2018 as recommended by the Superintendent. A motion was made by Commissioner Germain to award the contract to Morton Salt, Inc. It was seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2017-89

Authorizes increasing the processing fee for “Application for Supply of Water” to \$200.00 to accurately reflect review time required for District personnel to review applications. A motion was made by Commissioner Meyer to increase the processing fee for “Application for Supply of Water” to \$200.00. Seconded by Commissioner Germain. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$25,164.89 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 8:45am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on August 9, 2017.

Peter Meyer, Secretary